COLCHESTER BOARD OF EDUCATION
Colchester, CT

PERSONNEL COMMITTEE

August 3, 2021 at 5:00PM
Virtual Meeting Via BoardDocs and Zoom

MINUTES

MEMBERS PRESENT: Amy Domeika, Suesen Hickey, Chris McGlynn

OTHERS PRESENT: Superintendent Jeffrey Burt, Director of Human Resources Shannon Ramsby, Board Chair Mary Tomasi

1. CALL TO ORDER
Chair Domeika called the meeting to order at 5:10PM.

2. PUBLIC COMMENT
None.

3. *APPROVAL OF MINUTES
Motion by: C. McGlynn
To approve the March 1, 2021 Personnel Committee meeting minutes.
Second by: S. Hickey
Vote: Unanimous
Roll Call: A. Domeika, S. Hickey, C. McGlynn

4. *PRIORITY DISCUSSION/ACTION ITEMS
4.1 Human Resources Update: Legal Developments
Director of Human Resources Shannon Ramsby provided legal updates (state law) taking effect on October 1, 2021 regarding union access to staff information, buildings, and the email system. Additional legal guidance has just been received and is under review.

4.2 *Approval of Registered Behavior Technician Position Description
Motion by: S. Hickey
To approve the Registered Behavior Technician Position Description
Second by: C. McGlynn
Vote: Unanimous
Roll Call: A. Domeika, S. Hickey, C. McGlynn

4.3 *Paraprofessional Contract Discussion Regarding Health Insurance
Proposed change to 30 calendar days before a new employee is eligible for health insurance. Current contract language states 75 working days before eligibility for health insurance. Affordable Care Act guideline is 90 calendar days. An MOU process can revise the contract. This discussion will move to the full BOE on August 10, 2021.

4.4 *Contracts Review Regarding Maternity Leave Requests
Discussion regarding implementation of 12 weeks paid leave if the employee has that time accrued. This practice would also apply to other medical leaves. This will be discussed at the full BOE meeting on August 10, 2021.

4.5 Annual Items for Personnel Committee Review
Superintendent Burt presented a draft list of annual items that the Personnel Committee reviews.

4.6 DRAFT Personnel Handbook
Superintendent Burt shared a draft of the Personnel Handbook for review.

5. *PERSONNEL POLICIES-FIRST READING (None at this time)

6. PUBLIC COMMENT ON NEW ISSUES RAISED OR SUBJECTS DEVELOPED
None.

7. ADJOURN
The meeting adjourned at 5:37PM.